

<b>REQUEST FOR ADVANCE OR REIMBURSEMENT</b>	1. TYPE OF PAYMENT REQUESTED	a. "X" one or both boxes <input checked="" type="checkbox"/> ADVANCE <input type="checkbox"/> REIMBURSEMENT	2. BASIS OF REQUEST <input checked="" type="checkbox"/> CASH <input type="checkbox"/> ACCRUAL
		b. "X" the applicable box <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL	
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED USDA FAS		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY FFE-656-2015/009-00	
5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST 7	6. EMPLOYER IDENTIFICATION NUMBER 04-3408171	7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER	
8. PERIOD COVERED BY THIS REQUEST From: 10/01/2018 To: 03/31/2019			

9. RECIPIENT ORGANIZATION

Name: Planet Aid Inc  
Street1: 47 Sumner St.  
Street2:  
City: Milford  
County:  
State: MA: Massachusetts  
Province:  
Country: USA: UNITED STATES  
ZIP / Postal Code: 01757-0000

10. PAYEE (Where check is to be sent if different than item 9)

Name:  
Street1:  
Street2:  
City:  
County:  
State:  
Province:  
Country:  
ZIP / Postal Code:

**COMPLETED**  
**1900005525**

#9185

Posted JAR 10/4/18

## 11. COMPUTATION OF AMOUNT OF REIMBURSEMENTS/ADVANCES REQUESTED

PROGRAMS/FUNCTIONS/ ACTIVITIES	(a)	(b)	(c)	TOTAL
a. Total program outlays to date (As of date) 09/24/2018	\$ 16,525,875.00	\$	\$	\$ 16,525,875.00
b. Less: Cumulative program income	5,868.00			5,868.00
c. Net program outlays (Line a minus line b)	16,520,007.00			16,520,007.00
d. Estimated net cash outlays for advance period	2,558,690.00			2,558,690.00
e. Total (Sum of lines c & d)	19,078,697.00			19,078,697.00
f. Non-Federal share of amount on line e				
g. Federal share of amount on line e	19,078,697.00			19,078,697.00
h. Federal payments previously requested	16,525,875.00			16,525,875.00
i. Federal share now requested (Line g minus line h)	2,552,822.00			2,552,822.00
j. Advances required by month, when requested by Federal grantor agency for use in making prescheduled advances				
1st month				
2nd month				
3rd month				

## 12. ALTERNATE COMPUTATION FOR ADVANCES ONLY

a. Estimated Federal cash outlays that will be made during period covered by the advance	\$
b. Less: Estimated balance of Federal cash on hand as of beginning of advance period	
c. Amount requested (Line a minus line b)	\$

## 13. CERTIFICATION

I certify that to the best of my knowledge and belief the data on the reverse are correct and that all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

SIGNATURE OR AUTHORIZED CERTIFYING OFFICIAL

Thomas Meehan, CFO

DATE REQUEST SUBMITTED

09/26/2018

TYPED OR PRINTED NAME AND TITLE

Prefix: Mr.

First Name: Thomas

Middle Name:

Last Name: Meehan, CFO

Suffix:

Title: Chief Financial Officer

TELEPHONE (AREA CODE, NUMBER, EXTENSION)

{508} 893-0644

This space for agency use

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0004), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

**Earmarked funds journal**

Menu    System

**Earmarked funds journal**

Date 10/03/2018  
Time 14:17:42

Document...	Item	Cal	Text	DT	Crcy	C...	Document Date	Created by	Amount Total (TC)	Commt Item	Funds Ctr	Fund	Func. Area	Grant	G/L Account	Cost Ctr	Order	Amount Open (TC)
<u>1300000322</u>	1	30		FA	USD	1200	12/23/2015	WHITEP0001	3,057,876.00	COMMODITIES	CCC	15XX2903DC	107-FFE		6100.2551	CCC	FFE65615009	1,016,752.99
	2	30		FA	USD		12/23/2015		1,611,350.00	FREIGHT	CCC	15XX2903DC	107-FFE		6100.2552	CCC	FFE65615009	810,920.46
	3	30		FA	USD		12/23/2015		27,130,774.00	ADMIN	CCC	15XX2903DC	107-FFE		6100.2553	CCC	FFE65615009	10,604,899.00

**Earmarked Funds: Display Consumption History**

Menu    System

Smart No.	Document...	Item	Business Transaction	Trigger document	Consumption in LC	Delete Date	Document Date	Text	statist.	DocumentNo	Purch.Doc.
	<input type="checkbox"/> 00000322	3	Receipt amt		27,130,774.00						
			Invoice/Credit Memo	<u>1900005376 12002018</u>	3,346,958.00	05/09/2018	05/07/2018			<u>1900005376</u>	
			Invoice/Credit Memo	<u>1900005221 12002018</u>	3,060,610.00	12/04/2017	12/03/2017			<u>1900005221</u>	
			Invoice/Credit Memo	<u>1900004971 12002017</u>	994,506.00	07/24/2017	07/23/2017			<u>1900004971</u>	
			Invoice/Credit Memo	<u>1900004737 12002017</u>	1,800,130.00	04/07/2017	04/06/2017			<u>1900004737</u>	
			Invoice/Credit Memo	<u>1900004736 12002017</u>	2,298,130.00	04/07/2017	04/06/2017			<u>1900004736</u>	
			Invoice/Credit Memo	<u>1900004377 12002017</u>	2,538,975.00	11/03/2016	11/02/2016			<u>1900004377</u>	
			Invoice/Credit Memo	<u>1900003783 12002016</u>	2,486,566.00	02/08/2016	02/04/2016			<u>1900003783</u>	
			Total Invoices/credit memos		16,525,875.00						
			Consumpt.		16,525,875.00						
			Open amount		10,604,899.00						

*Aduke' Murdock*

Management Analyst  
Food Assistance Division  
Office of Capacity Building and Development

## Murdock, Aduke - FAS

**From:** Palazzolo, Christina - FAS  
**Sent:** Wednesday, September 26, 2018 9:43 AM  
**To:** Murdock, Aduke - FAS  
**Cc:** Crooks, Angela - FAS  
**Subject:** FW: Advance Request-Planet Aid-2015-Mozambique FFE-656-2015/009-00

Hi Aduke,

I've reviewed this request and find it to be reasonable. Please move forward in processing this request.

I just wanted to flag that based on the information we have on file, it looks like the total amount of funds requested to date may not be accurate on this SF-270. I compiled a list of cash advance amounts below:

<b>Starting Balance:</b>	\$27,130,761.04
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Date Requested	Amount Requested	Ending Balance	Notes
2/8/2016	\$2,486,566.00	\$24,644,195.04	
11/3/2016	\$2,538,975.00	\$22,105,220.04	Ending balance on cash reimbursement was \$22,104,315.02
3/20/2017	\$2,298,130.00	\$19,807,090.04	Two copies of this request on file.
7/13/2017	\$994,506.00	\$18,812,584.04	
11/15/2017	\$3,060,610.00	\$15,751,974.04	
4/4/2018	\$3,346,958.00	\$12,405,016.04	
9/26/2018	\$2,552,822.00	\$9,852,194.04	


<b>Total Amount Requested to Date</b>	\$17,278,567.00
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On the SF-270, the total amount requested to date, including the current request, is \$19,078,697. Can you please confirm what the total amount of funds remaining on this award is? Lastly, will the approaching end of the fiscal year impact how quickly this request can be processed?

Thanks,

**Christina Palazzolo**

Grants Management Specialist | Food Assistance Division | Office of Capacity Building and Development | Foreign Agricultural Service | U.S. Department of Agriculture | (202) 720-1646 | [christina.palazzolo@fas.usda.gov](mailto:christina.palazzolo@fas.usda.gov)

 Please consider the environment before printing this email.

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**From:** Palazzolo, Christina - FAS  
**Sent:** Wednesday, September 26, 2018 9:12 AM  
**To:** Crooks, Angela - FAS; [tom.meehan@planetaid.org](mailto:tom.meehan@planetaid.org)  
**Subject:** RE: Advance Request-Planet Aid-2015-Mozambique FFE-656-2015/009-00


Good morning Tom,

This message serves as confirmation that your reimbursement request for FFE-656-2015/009-00 has been received.

Thanks,

**Christina Palazzolo**

Grants Management Specialist | Food Assistance Division | Office of Capacity Building and Development | Foreign Agricultural Service | U.S. Department of Agriculture | (202) 720-1646 | [christina.palazzolo@fas.usda.gov](mailto:christina.palazzolo@fas.usda.gov)

 Please consider the environment before printing this email.

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**From:** Crooks, Angela - FAS  
**Sent:** Wednesday, September 26, 2018 8:22 AM  
**To:** Palazzolo, Christina - FAS; [tom.meehan@planetaid.org](mailto:tom.meehan@planetaid.org)  
**Subject:** FW: Advance Request-Planet Aid-2015-Mozambique FFE-656-2015/009-00

Hi Tom,

I'm forwarding this to Christina Palazzolo, who has taken over for David Tanenbaum.

Angela

Angela Crooks | Branch Chief | Food Assistance Division – Program Administration and Monitoring Branch | Office of Capacity Building and Development | Foreign Agricultural Service | U.S. Department of Agriculture | 1400 Independence Ave., SW, Rm 4152 | Washington, DC 20250 USA | 202-756-7194 (desk) or (202) 375-0713 (mobile)

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**From:** Tom Meehan [<mailto:tom.meehan@planetaid.org>]  
**Sent:** Wednesday, September 26, 2018 7:59 AM  
**To:** Crooks, Angela - FAS  
**Subject:** FW: Advance Request-Planet Aid-2015-Mozambique FFE-656-2015/009-00

Angela,

This is a copy to you as I received an out of office reply from David's email. Any assistance with this request is appreciated. Thank you.

Tom Meehan  
Chief Financial Officer



Planet Aid  
47 Sumner Street  
Milford, MA 01757

Ph; 508-893-0644  
Fx: 508-893-0646  
[www.planetaid.org](http://www.planetaid.org)  
Follow us on LinkedIn

**From:** Tom Meehan  
**Sent:** Wednesday, September 26, 2018 7:52 AM  
**To:** 'FADadvances@fas.usda.gov' <[FADadvances@fas.usda.gov](mailto:FADadvances@fas.usda.gov)>; 'Murdock, Aduke - FAS' <[Aduke.Murdock@fas.usda.gov](mailto:Aduke.Murdock@fas.usda.gov)>;  
'Tanenbaum, David - FAS' <[David.Tanenbaum@fas.usda.gov](mailto:David.Tanenbaum@fas.usda.gov)>  
**Cc:** Jana Teppih <[jteppih@planetaid.org](mailto:jteppih@planetaid.org)>  
**Subject:** Advance Request-Planet Aid-2015-Mozambique FFE-656-2015/009-00

Dear Aduke or David,

Attached please find the signed advance for our contract. There are two files one file is signed and one is for upload to your system. Your assistance is appreciated. Let me know if there are any questions or concerns.

Sincerely,

Tom Meehan  
Chief Financial Officer



Planet Aid  
47 Sumner Street  
Milford, MA 01757  
Ph; 508-893-0644  
Fx: 508-893-0646  
[www.planetaid.org](http://www.planetaid.org)  
Follow us on LinkedIn